Town of Nags Head

Public Works Contract Review Cover Form

Your review and comments are needed no later than:

June 27, 2014

Contract Name : Town Bldgs-Annual HVAC Maint. Contract

Contract Originator:Karen Heagy

☒ New contract ☐ Change Order ☐ Task Order

☒ Service Contract ☐ Equipment Contract ☐ Engineering Contract ☐ Construction Contract

Reviewer	Approval Date	Revisions to be made
Finance Director	7-1-14	
Town Clerk	6-30-14	
Town Attorney Andrew	6-27-14	No revisions

Robert C. Edwards
Mayor

Susie Walters
Mayor Pro Tem

Cliff Ogburn
Town Manager

Town of Nags Head
Post Office Box 99
Nags Head, North Carolina
27959
Telephone 252-441-5508
Fax 252-441-0776
www.nagsheadnc.gov

M. Renée Cahoon
Commissioner

John Ratzenberger
Commissioner

Marvin Demers
Commissioner

NORTH CAROLINA
DARE COUNTY

SERVICE CONTRACT
PURCHASE ORDER # 15-0004D

THIS CONTRACT IS NOT VALID WITHOUT THE REQUIRED ACCOMPANYING/ CORRESPONDING PURCHASE ORDER

(CONTRACTOR *initials*)

THIS CONTRACT is made and entered into this the 1st day of July 2014, by and between the TOWN OF NAGS HEAD, a public body corporate of the State of North Carolina, (hereinafter referred to as "the TOWN") party of the first part and Mechanical Air, Inc.-East, 3588 NC 33 West, P.O. Box 794, Greenville, NC 27834, (hereinafter referred to as "CONTRACTOR"), party of the second part.

1. SERVICES TO BE PROVIDED AND AGREED CHARGES

The services and/or material to be furnished under this contract (hereinafter referred to collectively as "SERVICES") and agreed charges are as follows:

To furnish parts and labor for inspection, maintenance, and repair/replacement services as described in the PM Maintenance Contract Proposal as prepared by Mechanical Air Inc.-East and incorporated by reference herein for the following HVAC systems which are located:

1. Fire Station #16, 5314 S. Croatan Hwy.
2. Fire Station #21, 8806 S. Old Oregon Inlet Rd.
3. Rescue Station #20, 3719 S. Croatan Hwy. (*Under 10 year extended warranty)
4. UNC/CSI Bldg., 435 Health Center Drive
5. Fitness Room/Board of Directors Bldg., 5401 S. Croatan Hwy.
6. Public Works Facility, 2200 Lark Ave.

Total Contract price shall be $9,100.00 (Nine thousand one hundred dollars and no cents). Price is in accordance with Contractor's PM Maintenance Contract proposal, dated June 24, 2014, (copy attached).

2. DESCRIPTION OF SERVICES

Contractor will provide two (2) preventative maintenance inspections as part of this Contract-one (1) PM for a summer checkout and one (1) winter PM checkout in conjunction with requested services for the repair/replacement of defective parts at each location.

3. TERM OF CONTRACT

The term of this CONTRACT for SERVICES is from July 1, 2014 to June 30, 2015. Either party may nonetheless cancel this CONTRACT on thirty (30) days written notice to the other party by certified mail or personal delivery. This CONTRACT is subject to the availability of funds to purchase the specified SERVICES and may be terminated at any time if such funds become unavailable.

Notwithstanding provisions of this Section 3 to the contrary, the following shall survive the termination of this CONTRACT: any provision in Section 1 regarding liquidated damages; the provisions of Section 6 regarding indemnity; and the provisions of Section 10.

4. PAYMENT TO CONTRACTOR

The TOWN agrees to pay at the rates specified for SERVICES satisfactorily performed in accordance with this contract. Unless otherwise specified, the CONTRACTOR shall submit an itemized invoice to the TOWN by the end of the month in which SERVICES are completed. Payment will be processed promptly upon receipt and approval by the TOWN of the invoice.

5. INDEPENDENT CONTRACTOR

Both the TOWN and the CONTRACTOR agree that the CONTRACTOR shall act as an independent contractor and shall not represent itself as an agent or employee of the TOWN for any purpose in the performance of the CONTRACTOR'S duties under this contract. Accordingly, the CONTRACTOR shall be responsible for payment of all Federal, State and local taxes arising out of the CONTRACTOR'S activities in accordance with this contract, including by way of illustration by not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fees as required.

In performing the SERVICES, the CONTRACTOR is acting as an independent contractor and shall perform SERVICES in accordance with currently approved methods and practice in the CONTRACTOR'S professional capacity and in accordance with the standards of applicable professional organizations and licensing agencies.

6. INSURANCE AND INDEMNITY

The CONTRACTOR shall indemnify and save harmless the TOWN, its agents and employees from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the TOWN or which the TOWN must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from negligent performance of or failure to perform any of its obligations under the terms of this CONTRACT.

The CONTRACTOR shall be fully responsible to the TOWN for the acts and omissions of its sub-contractors and of persons either directly or indirectly employed by it, as the CONTRACTOR is for the acts and omissions of persons directly employed by it.

In addition, the CONTRACTOR shall comply with the North Carolina Worker's Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event the CONTRACTOR is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, the CONTRACTOR shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents during the performance of SERVICES.

The CONTRACTOR agrees to furnish the TOWN proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

The CONTRACTOR upon request by the TOWN shall furnish a Certificate of Insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to the TOWN verifying the existence of any insurance coverage required by the TOWN. The Certificate will provide for sixty (60) days advance notice in the event of termination or cancellation of coverage.

7. HEALTH AND SAFETY

The CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. The CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees from the work and other persons who may be affected thereby.

8. NON-DISCRIMINATION IN EMPLOYMENT

The CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, or national origin. The CONTRACTOR shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, sex, race, creed, or national origin. In the event the CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Contract may be cancelled, terminated or suspended in whole or in part by the TOWN, and the CONTRACTOR may be declared ineligible for further contracts.

9. E-VERIFICATION OF EMPLOYEES

The CONTRACTOR represents and warrants that it has ensured and will ensure for itself and each subcontractor that it uses to perform obligations under this CONTRACT, that either:

(1) The CONTRACTOR or subcontractor employs less than 25 employees; or

(2) The CONTRACTOR or subcontractor: (a) employs 25 or more employees who are employed for 9 months or more during a 12-consecutive-month period; and (b) has used the E-Verify program, which program is operated by the United States Department of Homeland Security and is defined in N.C. Gen. Stat. § 64-25 (5), to verify the work authorization of each employee.

10. GOVERNING LAW

This contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this contract shall be brought in the General Court of Justice of the State of North Carolina or in the Federal District Court for the Eastern District of North Carolina, and the parties hereby submit to venue in and the personal jurisdiction of the said Courts.

11. OTHER PROVISIONS

This Contract is subject to such additional provisions as are set forth in any addendum executed separately by each party and attached hereto.

12. CONTRACT DOCUMENTS/AMENDMENTS

This document together with the purchase order and any attached exhibits constitutes the entire Contract between the said two parties and may only be modified by a written mutual agreement signed by the parties and attached hereto. In the event of any conflict between this contract and any attached documents, the contract language will prevail.

13. SIGNATURES

Both the TOWN and the CONTRACTOR agree to the above contract.

TOWN OF NAGS HEAD

Witnessed or Attested By:

By:

Title: Town Manager

Date: 7/8/14

CONTRACTOR

Witnessed or Attested By:

Corporate Seal:

By:

Printed Name: ARTHUR H. WAMPLER JR

Title: SALES / SERVICE

Date: 7/2/14

"This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act."

7-8-14

Finance Officer

APPROVED AS TO FORM AND LEGAL SUFFICIENCY.

TOWN ATTORNEY

Mechanical Air Inc.-East
P. O. Box 794
Greenville, NC 27835
Phone: 252-756-0000 Fax: 252-353-1008
e-mail: dorothy.ennis@hotmail.com

PM MAINTENANCE CONTRACT

To: Town of Nags Head
ATTN: Karen Heagy

RE: Total HVAC Maintenance Contract

FROM: Art Wampler, Sales and Service

DATE: June 24, 2014

Mechanical Air Inc.-East will replace or repair at its option all moving parts in the heating and air conditioning equipment covered under this Agreement. Coverage for the listed equipment will be for a period of one (1) year, beginning ____ July 1st, 2014__ and ending on June 30th, 2015.

LOCATION OF EQUIPMENT COVERED UNDER THIS AGREEMENT

1. Fire Station #16, 5314 S. Croatan Hwy.
2. Fire Station #21, 8806 S. Old Oregon Inlet Rd.
3. Rescue Station #20, 3719 S. Croatan Hwy. (*Under 10 year extended warranty)
4. UNC/CSI Bldg., 435 Health Center Drive
5. Fitness Room/Board of Directors Bldg., 5401 S. Croatan Hwy.
6. Public Works Facility, 2200 Lark Ave.

All HVAC equipment at the above locations is covered under this Agreement. Mechanical Air will inspect all equipment prior to this Agreement. Should equipment fail to meet minimal standards or require repairs, these repairs must be made at the Town's expense before coverage of this Agreement starts. Should parts for a major replacement be unavailable or obsolete, Mechanical Air will provide a replacement unit, less a 15% discount. Extended warranties (if available) will be provided to the Town of Nags Head as an option. Mechanical Air will provide two (2) Preventive Maintenance inspections as part of this Contract, one PM for a summer checkout and one winter PM checkout. Mechanical Air will make every good faith effort to repair/replace defective parts with this Contract. Mechanical Air will not be responsible for losses due to down time, availability of parts, equipment access, weather conditions or situations beyond our control. Mechanical Air will provide licenses, permits and insurance as required for the duration of this Contract.

EXCLUSIONS: Inadequate cooling/heating due to poor design, under-sizing etc, air balancing, painting, scraping, sealing of units, condensate damage to property, damage due to repairs made by others prior to this Contract, damage due to improper voltage, single phasing, improper wiring, damage due to weather conditions, acts of God, fire, theft, vandalism, nuisance calls, underground work.

TOTAL PRICE----------$9,100.00

TOWN OF NAGS HEAD
PO BOX 99
5401 SOUTH CROATAN HIGHWAY
NAGS HEAD, NC 27959
Phone: (252)441-5508

Purchase Order/Voucher

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

NO. 15-00040

SHIP TO

PUBLIC WORKS % KAREN HEAGY
TOWN OF NAGS HEAD
2200 LARK AVE
NAGS HEAD, NC 27959

VENDOR Vendor #: MECHA010

MECHANICAL AIR INC EAST
PO BOX 794
GREENVILLE, NC 27835

ORDER DATE: 07/07/14
DELIVERY DATE: 07/01/14
STATE CONTRACT:
VENDOR ACCT NUM:
VENDOR PHONE #: (252)756-0000
VENDOR FAX #: (252)353-1008
REQUISITION #: R1500031

MAIL INVOICE TO: ATTN: ACCOUNTS PAYABLE
P.O BOX 99
NAGS HEAD, NC 27959

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00 TOWN	Buildings PM Maintenance 2-preventative Maint. Inspec as per Contract. 1- PM for a summer check out 1-winter PM check out. Including Repair and replacement services see contract July 1, 2014 through June 30, 2015.	10-530-4-5445-00 CONTRACTED SERVICES	9,100.0000	9,100.00
			TOTAL	9,100.00

E-Verify Compliance Assurance by Vendor/Contractor: *By accepting this purchase order from Town of Nags Head, I verify that I understand that E-Verify program operated by the United States Department of Homeland Security and other federal agencies used to verify the work authorization of newly hired employees pursuant to federal law. Furthermore, I confirm that I am aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes, which requires that the Contractor participate in E-Verify if it has at least 25 qualified employees. To the best of my knowledge, any subcontractors employed by me as part of this contract are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes.*

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT.

FINANCE OFFICER

PURCHASING AGENT

Please contact the Town of Nags Head if the prices indicated are not correct. The Town of Nags Head will not be responsible for incorrect pricing after the Purchase Order is received by the vendor for purchasing.

Town of Nags Head

Public Works Contract Review Cover Form

Your review and comments are needed no later than:

June 27, 2014

Contract Name : Town Hall-Annual HVAC Maint. Contract

Contract Originator:Karen Heagy

☒ New contract ☐ Change Order ☐ Task Order

☒ Service Contract ☐ Equipment Contract ☐ Engineering Contract ☐ Construction Contract

Reviewer	Approval Date	Revisions to be made
Finance Director	7-1-14	
Town Clerk	6-30-14	#2 "at each location" is really just one location – the Town Hall office building, right? Changed language.KBH
Town Attorney Andrew	6-26-14	No revisions

Robert C. Edwards
Mayor

Susie Walters
Mayor Pro Tem

Cliff Ogburn
Town Manager

Town of Nags Head
Post Office Box 99
Nags Head, North Carolina
27959
Telephone 252-441-5508
Fax 252-441-0776
www.nagsheadnc.gov

M. Renée Cahoon
Commissioner

John Ratzenberger
Commissioner

Marvin Demers
Commissioner

NORTH CAROLINA
DARE COUNTY

SERVICE CONTRACT
PURCHASE ORDER # 15-00041

THIS CONTRACT IS NOT VALID WITHOUT THE REQUIRED ACCOMPANYING/ CORRESPONDING PURCHASE ORDER

AHW
(CONTRACTOR *initials*)

THIS CONTRACT is made and entered into this the 1st day of July 2014, by and between the TOWN OF NAGS HEAD, a public body corporate of the State of North Carolina, (hereinafter referred to as "the TOWN") party of the first part and Mechanical Air, Inc.-East, 3588 NC 33 West, P.O. Box 794, Greenville, NC 27834, (hereinafter referred to as "CONTRACTOR"), party of the second part.

1. SERVICES TO BE PROVIDED AND AGREED CHARGES

The services and/or material to be furnished under this contract (hereinafter referred to collectively as "SERVICES") and agreed charges are as follows:

To furnish parts and labor for inspection, maintenance, and repair/replacement services as described in the PM Maintenance Contract Proposal as prepared by Mechanical Air Inc.-East and incorporated by reference herein for the Town Municipal Building spectra SX Series Water Source Heat Pumps system located at 5401 Croatan Highway, Nags Head, NC 27964.

Total Contract price shall be $8,480.00 (Eight thousand four hundred eighty dollars and no cents). Price is in accordance with Contractor's PM Maintenance Contract proposal, dated June 24, 2014, (copy attached).

2. DESCRIPTION OF SERVICES

Contractor will provide two (2) preventative maintenance inspections as part of this Contract-one (1) PM for a summer checkout and one (1) winter PM checkout in conjunction with requested services for the repair/replacement of defective parts at location.

3. TERM OF CONTRACT

The term of this CONTRACT for SERVICES is from July 1, 2014 to June 30, 2015. Either party may nonetheless cancel this CONTRACT on thirty (30) days written notice to the other party by certified mail or personal delivery. This CONTRACT is subject to the availability of funds to purchase the specified SERVICES and may be terminated at any time if such funds become unavailable.

Notwithstanding provisions of this Section 3 to the contrary, the following shall survive the termination of this CONTRACT: any provision in Section 1 regarding liquidated damages; the provisions of Section 6 regarding indemnity; and the provisions of Section 10.

4. PAYMENT TO CONTRACTOR

The TOWN agrees to pay at the rates specified for SERVICES satisfactorily performed in accordance with this contract. Unless otherwise specified, the CONTRACTOR shall submit an itemized invoice to the TOWN by the end of the month in which SERVICES are completed. Payment will be processed promptly upon receipt and approval by the TOWN of the invoice.

5. INDEPENDENT CONTRACTOR

Both the TOWN and the CONTRACTOR agree that the CONTRACTOR shall act as an independent contractor and shall not represent itself as an agent or employee of the TOWN for any purpose in the performance of the CONTRACTOR'S duties under this contract. Accordingly, the CONTRACTOR shall be responsible for payment of all Federal, State and local taxes arising out of the CONTRACTOR'S activities in accordance with this contract, including by way of illustration by not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fees as required.

In performing the SERVICES, the CONTRACTOR is acting as an independent contractor and shall perform SERVICES in accordance with currently approved methods and practice in the CONTRACTOR'S professional capacity and in accordance with the standards of applicable professional organizations and licensing agencies.

6. INSURANCE AND INDEMNITY

The CONTRACTOR shall indemnify and save harmless the TOWN, its agents and employees from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the TOWN or which the TOWN must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from negligent performance of or failure to perform any of its obligations under the terms of this CONTRACT.

The CONTRACTOR shall be fully responsible to the TOWN for the acts and omissions of its sub-contractors and of persons either directly or indirectly employed by it, as the CONTRACTOR is for the acts and omissions of persons directly employed by it.

In addition, the CONTRACTOR shall comply with the North Carolina Worker's Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event the CONTRACTOR is excluded from the requirements of such Act and does not voluntarily carry workers'

compensation coverage, the CONTRACTOR shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents during the performance of SERVICES.

The CONTRACTOR agrees to furnish the TOWN proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

The CONTRACTOR upon request by the TOWN shall furnish a Certificate of Insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to the TOWN verifying the existence of any insurance coverage required by the TOWN. The Certificate will provide for sixty (60) days advance notice in the event of termination or cancellation of coverage.

7. HEALTH AND SAFETY

The CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. The CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees from the work and other persons who may be affected thereby.

8. NON-DISCRIMINATION IN EMPLOYMENT

The CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, or national origin. The CONTRACTOR shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, sex, race, creed, or national origin. In the event the CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Contract may be cancelled, terminated or suspended in whole or in part by the TOWN, and the CONTRACTOR may be declared ineligible for further contracts.

9. E-VERIFICATION OF EMPLOYEES

The CONTRACTOR represents and warrants that it has ensured and will ensure for itself and each subcontractor that it uses to perform obligations under this CONTRACT, that either:

(1) The CONTRACTOR or subcontractor employs less than 25 employees; or

(2) The CONTRACTOR or subcontractor: (a) employs 25 or more employees who are employed for 9 months or more during a 12-consecutive-month period; and (b) has used the E-Verify program, which program is operated by the United States Department of Homeland Security and is defined in N.C. Gen. Stat. § 64-25 (5), to verify the work authorization of each employee.

10. GOVERNING LAW

This contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this contract shall be brought in the General Court of Justice of the State of North Carolina or in the Federal District Court for the Eastern District of

North Carolina, and the parties hereby submit to venue in and the personal jurisdiction of the said Courts.

11. OTHER PROVISIONS

This Contract is subject to such additional provisions as are set forth in any addendum executed separately by each party and attached hereto.

12. CONTRACT DOCUMENTS/AMENDMENTS

This document together with the purchase order and any attached exhibits constitutes the entire Contract between the said two parties and may only be modified by a written mutual agreement signed by the parties and attached hereto. In the event of any conflict between this contract and any attached documents, the contract language will prevail.

13. SIGNATURES

Both the TOWN and the CONTRACTOR agree to the above contract.

TOWN OF NAGS HEAD

Witnessed or Attested By:

By:

Title: Town Manager

Date: 7/8/14

CONTRACTOR

Witnessed or Attested By:

Corporate Seal:

By:

Printed Name: ARTHUR H. WAMPLER JR

Title: SALES / SERVICE

Date: 7/2/14

"This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act."

7-8-14

Finance Officer

APPROVED AS TO FORM AND LEGAL SUFFICIENCY.

TOWN ATTORNEY

Mechanical Air Inc.-East
P. O. Box 794
Greenville, NC 27835
Phone: 252-756-0000 Fax: 252-353-1008
e-mail: dorothy.ennis@hotmail.com

To: Karen Heagy
Town of Nags Head
Re: Total One (1) Year HVAC Maintenance Contract For Town Municipal Bldg.
(Equipment Covered: Spectra SX Series Water Source Heat Pumps.)

From: Art Wampler, Sales and Service, License #19303

Date: June 24, 2014

Mechanical Air Inc.-East will replace or repair, at its option, all moving parts in the Water Source Heat Pumps. Coverage for the equipment will be for a period of one (1) year beginning July 1, 2014 and ending on June 30th, 2015.

Mechanical Air Inc.-East will inspect all equipment prior to this agreement. Should equipment fail to meet minimal standards or require repairs, these repairs must be made at the Town's expense before coverage becomes effective. Should parts for a major replacement be unavailable or obsolete, Mechanical Air will provide a replacement unit, less a 15% discount. Extended warranties (if available) will provide to the Town of Nags Head as an option.

Mechanical Air will provide two (2) Preventive Maintenance inspections as part of this Contract -one (1) PM for a summer checkout and one (1) winter PM checkout.

Mechanical Air will make every good faith effort to repair/replace defective parts with this Contract. Mechanical Air will not be responsible for losses due to down time, availability of parts, equipment access, weather conditions, or situations beyond control. Mechanical Air will provide licenses, permits, and insurance as required for duration of this Contract.

EXCLUSIONS: Inadequate cooling/heating due to improper voltage, single phasing, improper wiring, damage due to weather conditions, acts of God, fire, theft, vandalism, nuisance calls, underground work, and parts of the hydronic system.

Total Price for one (1) Year----------$8,480.00

TOWN OF NAGS HEAD
PO BOX 99
5401 SOUTH CROATAN HIGHWAY
NAGS HEAD, NC 27959
Phone: (252)441-5508

Purchase Order/Voucher

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

NO. 15-00041

SHIP TO

PUBLIC WORKS % KAREN HEAGY
TOWN OF NAGS HEAD
2200 LARK AVE
NAGS HEAD, NC 27959

VENDOR Vendor #: MECHA010

MECHANICAL AIR INC EAST
PO BOX 794
GREENVILLE, NC 27835

ORDER DATE: 07/07/14
DELIVERY DATE: 07/01/14
STATE CONTRACT:
VENDOR ACCT NUM:
VENDOR PHONE #: (252)756-0000
VENDOR FAX #: (252)353-1008
REQUISITION #: R1500032

MAIL INVOICE TO: ATTN: ACCOUNTS PAYABLE
P.O BOX 99
NAGS HEAD, NC 27959

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	TH HVAC PM Maintenance 2-preventative Maint. Inspec as per Contract. 1- PM for a summer check out 1-winter PM check out. including repair and replacement services see contract July 1, 2014 through June 30, 2015.	10-530-4-5436-00 MAINT/REPAIR EQUIPMENT	8,480.0000	8,480.00
				========== 8,480.00
			TOTAL	

E-Verify Compliance Assurance by Vendor/Contractor: *By accepting this purchase order from Town of Nags Head, I verify that I understand that E-Verify program operated by the United States Department of Homeland Security and other federal agencies used to verify the work authorization of newly hired employees pursuant to federal law. Furthermore, I confirm that I am aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes, which requires that the Contractor participate in E-Verify if it has at least 25 qualified employees. To the best of my knowledge, any subcontractors employed by me as part of this contract are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes.*

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT.

FINANCE OFFICER

PURCHASING AGENT

Please contact the Town of Nags Head if the prices indicated are not correct. The Town of Nags Head will not be responsible for incorrect pricing after the Purchase Order is received by the vendor for purchasing.